

**PLANNING AND ZONING
JANUARY 7, 2014
MINUTES**

The regular meeting of the Planning and Zoning Commission was called to order by Chairman Richard McNeese at 5:50 p.m. on January 7, 2014, in the Precouncil Conference Room of City Hall, 201 North Ector Drive. Those present included Chairman McNeese, Vice Chairman Mennis, Commission Members George Zahn, LuAnn Portugal, Jeremy Tompkins, and David Brown.

PLANNING AND ZONING CONSIDERATION OF SCHEDULED ITEMS – COUNCIL CHAMBERS

The Euless Planning and Zoning continued their meeting in the Council Chambers at 6:33 p.m. for consideration of scheduled items.

MEMBERS AND STAFF PRESENT:

Chairman Richard McNeese
Vice Chairman Troy Mennis
Commissioner George Zahn
Commissioner LuAnn Portugal
Commissioner Jeremy Tompkins
Commissioner David Brown
Hal Cranor, Director of Public Works
Mike Collins, Director of Planning and Economic Development
Paul Smith, Fire Marshal
Stephen Cook, Senior Planner
Don Sheffield, Building Official
Alicia Davenport, Administrative Secretary

MEMBERS ABSENT:

VISITORS:

Mike Nawar
Jim Dewey
Joe Nazzaro
Sandy Nazzaro

THE INVOCATION AND THE PLEDGE OF ALLEGIANCE: The Invocation was given by Commissioner Zahn and the Pledge of Allegiance was given by Chairman McNeese.

ITEM 1 CONSIDER APPROVAL OF PLANNING AND ZONING MINUTES
Regular Meeting of December 17, 2013.

Commissioner Tompkins made a motion to approve the minutes for called meeting of December 17, 2013. Commissioner Brown seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Commissioners Zahn, Portugal, Tompkins, and Brown.

Nays: None

Abstention: Vice Chairman Mennis

The motion carried: (5-0-1)

ITEM 2 CASE #13-08-FP – CONSIDER APPROVAL OF CONVEYANCE PLAT

Approve a request for a Conveyance Plat of 1.1737 acres from the J.P. Halford Survey, Abstract No. 711. The property is located within the 900 block of N. Industrial Boulevard.

Stephen Cook, Senior Planner, gave a brief description of the case. Under the Euless Unified Development Code and state law, a property owner may subdivide land greater than five acres in size by conveyance plat. A conveyance plat is not used for the construction of new development, rather for the ability to sell property for development purposes. Once approved, the conveyance plat is recorded with the county and the property may then be conveyed. Further preliminary plats, site plans, construction plans and final plats will be required for the development to occur.

On November 12, 2013 the City Council approved an exception to Section 84-411 which requires the five acre minimum. The exception allows application to be made for a conveyance for property which is less than the five acre minimum.

The purpose of this conveyance plat is to subdivide property for the purpose of developing a medical office building. Within the allowances of the development code exception, this conveyance plat is in compliance with the City of Euless standards and staff recommends approval.

There were no questions or comments presented by the Commission.

Commissioner Zahn made a motion to approve case no 13-08-FP. Commissioner Portugal seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Mennis, Commissioners Zahn, Portugal, Tompkins, and Brown.

Nays: None

Abstention: None

The motion carried: (6-0-0)

ITEM 3 HOLD PUBLIC HEARING FOR PLANNED DEVELOPMENT CASE NO. 13-06-PD AND CONSIDER RECOMMENDATION OF AN ORDINANCE

Receive public input regarding a request to change the zoning of 4.991 acres of the J.E. Whitener Estates Addition, Block 1, Tracts 1A and C, by changing the zoning from Neighborhood Business (C-1) zoning district and Planned Development (PD) zoning district into Planned Development (PD) zoning district to allow single family residential, and consider recommendation for an Ordinance.

Chairman McNeese opened the public hearing.

Stephen Cook, Senior Planner, gave a brief description of the case. Silver Bay Group proposes to develop a twenty-five (25) lot single-family detached subdivision. The proposed planned development zoning district will establish enhanced, unique design standards for the project. The current zoning of this property was established as neighborhood business and a planned development which had anticipated commercial development within this intersection. In 1997, the majority of S. Main Street had been rezoned as single-family from the previous commercial zoning to protect the existing neighborhoods. This would enable individual development proposals to be considered by the City Council for rezoning which would be consistent with the historic character of the existing neighborhood area. Plans had been anticipated for the widening of S. Main Street that would have encouraged commercial development of the district. However, in recent years, the use of S. Main Street as an inter-city arterial is not a priority, while protecting the integrity of the surrounding neighborhoods remains a priority. Silver Bay Group proposes to develop a single-family development utilizing similar design standards as the Trinity Court Addition located north on S. Main Street.

Summary of Requested Modifications

Standards	Requested PD
Maximum Density	5 Units Per Acre
Minimum Lot Size	6,000 SF
Minimum Lot Width	50 FT
Minimum Living Floor Area	1,800 SF average 2,300 SF
Minimum Front Yard Setback	20 FT – 21 Lots 25 FT - 4Lots 22 FT – Garage Setback
Minimum Rear Yard Setback	15 FT
Minimum Side Yard Setback	Interior 5 FT Corner 15 FT

Design Standards

Lots –The minimum lot size will be 6,000 SF. Sidewalks will be installed on this subdivision. Minimum building size will be 1,800 SF with an average size at 2,300 SF.

Architectural Standards – A list of architectural features are established as requirements within the Planned Development ordinance. These include: brick soldier coursing around windows where brick is used; minimum roof pitch of 6:12; wood or simulated wood panel garage doors; recessed windows; homes with stoop and portico front entry ways.

Building Elevations – Typical building elevations are included as attachments to the Planned Development ordinance which show arrangement fenestration of the building in relation to the building mass.

Exterior Enhancements – A masonry wall will be constructed along the S. Pipeline Road and S. Main Street frontages. New wooden fencing will be constructed along the rear property line adjacent multi-family use to the north and the church to the east. The building which previously was a skating rink will be demolished.

Staff recommends approval of the Planned Development Ordinance.

Commissioner Tompkins wanted to have it noted in the minutes that he would like the Historical Preservation Committee notified to see what historical items might be salvaged for the Heritage Museum prior to demolition.

There were no further questions or comments presented by the Commission.

Vice Chairman Mennis made a motion to approve case no 13-06-PD. Commissioner Brown seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Mennis, Commissioners Zahn, Portugal, Tompkins, and Brown.

Nays: None

Abstention: None

The motion carried: (6-0-0)

There being no further business the meeting was adjourned at 6:44 p.m.

Chairman McNeese

Date